

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, May 26, 2020 AT 7:00 P.M. AT FAIRVIEW GOLF COURSE CLUBHOUSE, 1799 D STREET, ALL IN PAWNEE CITY, PAWNEE COUNTY, NEBRASKA.

Notice of this meeting was given in advance thereof by advertising in the Pawnee Republican, a designated method for giving notice as shown by the Affidavit of Publishing on file in the office of the City Clerk. Notice of this meeting was given to the Mayor and City Council and a copy of their acknowledgment of receipt of the notice and the Agenda are on file in the office of the City Clerk. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Present: Mayor Charlie Hatfield; Council Members John Dahlgren, Vickie Zelenka, Susan Eisenhauer and Ric Helms; Kellie Wiers, Deputy City Clerk; Tamela Curtis, City Clerk/Treasurer and City Foreman, Spencer Cumley. **Absent:** none.

Mayor Hatfield called the meeting to order at 7:00 p.m. informing all those present of the Posters stating the Open Meeting Law Changes on the North meeting room wall accessible to the public.

Council Member Dahlgren made a motion to accept the May 11, 2020 regular meeting minutes. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

The Treasurer submitted the following claims for consideration: **5/26/2020 Payroll:** 8417.60; **Union Bank & Trust**, FWH 2329.57; **NE Dept. of Rev**, SWH 306.28; **NW Mutual**, retirement 850.34; **Allstate**, cancer/accid. ins. 228.46; **Madison National Life**, employee life ins. 44.21; **BCBS**, health ins. 5468.71; **Ameritas**, vision ins. 116.60; **PCDC**, March sales tax 5833.65; **Windstream**, phone & internet service 509.29; **Spectrum**, shop internet & phone 154.97; **Dollar General**, office supplies 11.75; **Quill Corp.**, office supplies 408.57; **Seneca Sanitation**, April sanitation 5585.39; **U.S. Cellular**, monthly service for tablet 53.46; **Verizon Wireless**, emergency cell, home connect & jetpack 94.43; **Black Hills Energy**, gas service; **Casey's Business Mastercard**, equip fuel 288.53; **Constellation NewEnergy**, gas cost 75.79; **Logan Contractors, Inc.**, tar for streets 1764.00; **Pawnee True Value**, repair supplies 262.30; **Amazon Capital Services**, 3 spindles for mower 149.95; **Kyle's Service Center**, fuel pump & filter repair 639.89; **League Assoc. of Risk Mgmt.**, workman's comp audit 1477.63; **Nebr. Public Health Environmental Lab**, water samples 37.00; **NMC, Inc.**, Bobcat window replacement 339.98; **Pawnee Co. Rural Water**, pond water hydrants 38.12; **Schillingbridge Winery**, Final TIF Distrib 3862.90; **Pawnee Co. Treasurer**, refund-overpayment on Final TIF Distribution 12,544.31; **Nebr. Dept. of Revenue**, sales & use tax April, 3121.02; Council Member Zelenka made a motion to approve the claims as submitted. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Approve Paying Mayor (\$2000) / Council (\$1750) in June: Council Member Dahlgren made a motion to pay the Mayor (\$2000) and each Council Member (\$1750) in June. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Mayor Hatfield stated to the Council that he is donating one half of

his wages to the Animal Control Board for the rabies clinic that will be held on June 13, 2020. Maybe this will encourage people to get their dogs licensed.

Report & update from City Foreman Cumley: *Discuss concrete pile at Sewer Plant;*

Foreman Cumley explained the concrete pile is now setting on top of a 10 inch sewer main. It isn't a big deal now but if you had to ever dig it up, it would be a big deal because the whole pile would have to be moved to dig up the sewer main. Council Member Dahlgren suggested moving some of the cement to the metal dump but Foreman Cumley explained that the City needed that ground to haul sludge which is dumped twice a year. Foreman Cumley had talked to the crew members about moving one of the dirt piles but Constructors is in town to make street repairs and they have already started hauling broken concrete to the pile at the sewer plant. Cumley has asked Constructors to haul it to a different location on the North side of the Sewer plant by the bricks. Council Member Helms suggested talking with "Mr. Kelley" at Constructors but he was not present the day Cumley talked to them. Other people dump concrete there, also, but you cannot dump concrete there that has rebar in it and if people wanted to dump concrete in a ditch, they would have to get a permit. Council Member Dahlgren asked if the sludge could be dumped on a farm? Foreman Cumley explained a person would have to get special permits for that and the soil would have to be tested but the City has no means of hauling it to a farm or to the City's pastures. Council Member Helms asked if there would be room to dump concrete by the millings pile? Foreman Cumley explained you could probably dump concrete there but that is where crew members usually dump snow. ***Constructors & warranty work;*** Constructors has started repairing street work covered by warranty and they have poured three panels so far. Foreman Cumley explained that all the rain we had last year had created a compaction problem for the dirt under the concrete. We found four more panels that weren't on the warranty list and they took care of those already. Council Member Helms said that Foreman Kelley from Constructors told him there were fourteen panels around the school that needed replaced. ***Crack filling;*** Foreman Cumley has a goal of spending two days each week crack filling the streets in order to get it done this Summer and three blocks of 5th street are finished. Council Member Helms explained that the cracks in the street get smaller as the temperature increases and then in the Fall, the cracks get wider but these streets have been neglected for so long and it has to get done. Constructors uses a different type of tar and the City uses a more liquid form of tar. Council Member Eisenhower asked Foreman Cumley to take a look at 14th Street going out to the Ball Field and Cumley said it was on the list along with the hospital parking lot. ***Hiring Summer Help;*** Mowing season has started and the Crew could use some help with mowing, weedeating and other odd jobs such as scraping and painting the well house. Council Member Helms suggested using some of the kids hired as lifeguards but Clerk Curtis explained that a person would have to be a certain age (18 or 19) to operate a mower according to the Dept. of Labor. Council Member Dahlgren made a motion to hire a Summer crew member. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Clerk Curtis will verify the required age and place an ad in the newspaper.

JULIE BAUMAN, City Auditor: *Discussion on Amending Water Fund Budget;* Ms. Bauman gave the Council a history about herself since there are some new members. Julie has been a CPA for 25 years. She graduated from high school at Dawson, Nebraska and graduated from Peru State College with an Accounting degree. She worked for a firm for about six years and the Nebraska Society of CPAs as a volunteer and was chairman of their governmental committee for

15 years, Chairman of the Board and learned a lot. She then started her own business and now has 10 employees; 5 of which deal specifically with audits. She really enjoys dealing with audits. When you are dealing with the government sector, you either have to do a lot of it or get out of it. She has completed audits for schools, cities, tribal government and rural water districts. Some entities call them up to have a volunteer audit in order to get that feedback and not just a piece of paper. An audit is really good for accountability and forecast for the future and planning. She was first introduced to the City of Pawnee City in 2007 when she completed an audit and spent a lot of time helping build up the finances, the billing and everything they do. Pawnee City has come a long way. She asked the Council if they had any questions about the budget process or thoughts they would like to share. **Budget Retreat Workshop;** Council Member Eisenhower asked about the budget process. The budget process is more than just a piece of paper with numbers on it. This process answers the What, Where, Why & When and that is why Pawnee is where it is today. It is solid. There are two sets of budgets. There is the max budget that goes to the state and the operating budget. Pawnee City's operating budget is true, it's such a true operating budget and that takes time. It takes time to know what you are paying, who you are paying and why you are paying. Is it worth it? Why do some funds get charged and others don't. All of this is discussed during the budget process. It has to balance and you have to have a process for your reserve accounts. You can't keep doing the same thing and think that you're going to sustain where you're at if you don't make changes to cover new projects and infrastructure. Former Mayor Deb Klein was present and addressed the Council. Ms. Klein explained when she was on the Council and they had a water project and an auditor told them to make a budget. There was no money for the water project and our financial condition was bad. Julie Bauman has saved the City hundreds of thousands of dollars and started the reserve accounts. She is easy to work with, plus she returns phone calls and emails timely. The previous auditor didn't always return calls. Council Member Dahlgren is head of the sewer and doesn't participate in the budget workshops. Clerk Curtis and former Foreman Johnson participated in the budget workshop for the Sewer Dept. They would meet with Council Member Dahlgren then meet with Ms. Bauman then talk again with Council Member Dahlgren and this makes the process twice as long to do the Sewer budget than anything else. Council Member Dahlgren said this was the first time Clerk Curtis had said anything about it and he felt it was part of her job. Council Member Dahlgren said he doesn't need anybody to tell him his budget. Dahlgren said "it doesn't take a rocket scientist to do a budget." Klein said she felt it wasn't the Foreman and Clerk's job to do the Sewer budget. Ms. Klein asked Council Member Dahlgren why he doesn't do his budget himself if he doesn't need anybody telling him what to do. Ms. Bauman explained "Pawnee City would not be where they are without the strategic planning and foresight gained through the budget process and setting up the reserve accounts. That's the rocket science needed. Anybody can get the debits and credits to equal." There are a lot of fixed costs with the Sewer and only so many customers, so you need to look at the costs. Ms. Bauman also explained that everyone is going to learn how to survive during the coronavirus pandemic which will affect the budget so that Pawnee City can remain a thriving city and not be broke. When GATSBY 34 came out, Ms. Bauman helped Pawnee City comply with the governmental standards. Many CPAs dropped out because they didn't want to deal with it. Ms. Bauman also helped build the infrastructure. Ms. Bauman expressed the concern that everyone needed to work together as a team for accountability and part of the audit process of how expenses are allocated which needs to benefit the City. If the sewer budget has no strategic planning then what is its cash flow position and what about the future? Ms. Bauman addressed Council Member Dahlgren and

explained that is what he is missing and he may not want to listen to her. Dahlgren said that Ms. Bauman should communicate with Clerk Curtis and then she can communicate with Dahlgren. Bauman explained to Dahlgren that he shouldn't "sugar coat" the situation because he doesn't want her advice since he doesn't participate in the budget workshop. Dahlgren's budget is balancing but it doesn't have any strategic planning in it. Bauman would like that to change. Ms. Bauman expressed concern that Council Member Dahlgren doesn't like her and hasn't worked with her on the budget in the past but she still wants to work with Dahlgren to develop a strong Sewer budget. Mayor Hatfield expressed his concern when he was first a councilman and in charge of Parks. He was handed a budget and the numbers didn't go up or down, they just stayed the same and the Pool does not make money. In the past, we just went by the numbers and made sure things balanced and there was no strategic planning. There were also no grants. Ms. Bauman has helped the City get grants and there are a lot of things Bauman does for the City and doesn't charge us. Mayor Hatfield reminded the Council they need to do what is best for the citizens and sometimes "cheaper" is not "better" as what has happened with the Pool Project." We have been fighting with Prochaska & Assoc. & Premier Pools since we started the project. The money that has been spent over the budget fixing problems far exceeds what was supposedly saved by going with a cheaper architect bid. Julie Bauman has helped the City from a position of being almost bankrupt to being financially solid today. Deb Klein asked Clerk Curtis how much money Ms. Bauman has saved the City. Clerk Curtis explained Ms. Bauman was instrumental in working with Brad Slaughter to refinance the USDA Water Project which saved the City close to \$2 million in interest. Ms. Bauman explained to the Council that she has enjoyed working with Pawnee City in developing budgets and completing audits and doesn't hesitate when the Clerk calls with questions. **Amending the Water Fund Budget;** There was some major repair work that had to be done and the budget needs amended in order to get through September to cover fixed costs. The State wants it to be done ASAP. It's not that the City will have to increase user fees or take it from another entity, the City will have to dip into the reserve account which is why it was set up for this process. It will be posted in the newspaper, it is public record and has a comment period and hearing, then the budget gets sent to the State. With the current COVID-19 pandemic there are a lot of unknowns and there may not be any grants available to help with repairs or projects. The State Auditor governs City statutes and they will want to see the amended budget done as soon as physically possible but you have until September to complete it. Clerk Curtis explained the City currently has \$17,500 left in the Water budget. Council Member Dahlgren asked about money that was borrowed from the General fund for the Utility fund which happened in 2017. This has not been paid back. Bauman explained that this money is in the equity section on the government side and it needs a payment structure in the budget process and it is sitting on the balance sheet in the General Fund. Council Member Dahlgren mentioned PCAL and said they were struggling financially and that the City is ultimately responsible for that loan. Clerk Curtis explained that she and Council Member Zelenka are working with PCAL to get a deferment this year on their loan payment due to the loss in revenue caused by the lack of people entering care facilities at this time. PCAL didn't submit monthly reports this month because of a problem with their QuickBooks program. USDA will not defer the interest only loan payment but they could defer the other loan payment. **Budget Workshops;** Ms. Bauman is available to meet with council members anytime from June 16th – 19th from 9am to 5 pm. and she suggested someone from PCAL participate also. Council was in agreement to meet on June 16th. **3-year Audit Proposal;** This would include 2020, 2021 and 2022. The audit completed last year was actually two separate audits: a regular governmental financial statement audit and a

single audit which is about all of the federal award programs which was triggered because the City spent over \$750,000 in federal grant awards. The USDA wants a copy of the single audit to make sure the City is in compliance. Ms. Bauman explained the audit fees are more expensive when you have to complete a regular audit and a single audit but Pawnee City should not have to complete a single audit for next year. Council Member Zelenka asked Ms. Bauman what the audit fee would be and Bauman said it would be right around \$11,000. The Council had no more questions for Ms. Bauman and she left the building.

Report and update from Council Member Dahlgren: *Discuss putting Audit out for Bids;*

Council Member Dahlgren stated he felt Ms. Bauman's statement about cost estimate for the audit should be considered a bid and the audit should be put out for bids. Council Member Zelenka asked what other audit companies are out there and Council Member Dahlgren stated there is a firm in Beatrice that does the County and it is something the City should look into. Deb Klein said that Julie has done a wonderful job for the City and "if it ain't broke, don't fix it." Council Member Dahlgren made a motion to put the City audit out for bids. Council Member Helms seconded the motion. Roll call: Eisenhauer: nay; Dahlgren: aye; Helms: aye; Zelenka: aye; whereupon motion carried. City Atty Sisco had emailed Clerk Curtis and explained the audit bid would be handled similar to construction bids. A description of the work to be done will have to be written with a due date for the bid. A bid opening will have to be scheduled and it will have to be published in the newspaper for at least three weeks. Clerk Curtis explained that the City never deals with the Construction projects because the engineers handle this part. Council Member Zelenka stated the bid should be advertised in the Beatrice, Lincoln, and Omaha newspapers. Council Member Eisenhauer stated "this could get pricey." Council Member Eisenhauer made a motion to retain Julie Bauman but Council Member Dahlgren's motion was still open until Council Member Helms seconded it. Clerk Curtis addressed the Council to ask who will be writing a description for the audit bid. Julie Bauman originally was hired because Mary Ritchie recommended her since she was the original auditor and didn't want to deal with the new governmental regulations because she was already busy. Council Member Dahlgren will write up a bid description for review by Clerk Curtis and City Atty Emily Sisco.

MATT KUHLMANN, Zoning Administrator: *Discuss recommendations made by Planning*

Commission; The Planning Commission met last Wednesday to discuss suggestions made at the last Council meeting. They discussed a fence requirement for pools and whether a pool requires a building permit. They discussed height requirements for pools and what would be required and what wouldn't. They decided you would need a building permit for any pool that required a ladder and steps or platform around it to enter the pool. There is no ordinance in the City Code book for pool requirements. Clerk Curtis explained that this would be a zoning ordinance change to get a building permit on pools. Council Member Dahlgren made the motion to adopt this change to the zoning ordinance in regards to building permits to include pools. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Zoning has more details in regards to building permits than City Ordinances. There was more discussion at the Zoning meeting in regards to building permit requirements. Mr. Kuhlmann explained that other cities have different requirements for building permits and asked the Council if he should check with other cities? Where do you draw the line

on requirements? Mayor Hatfield said it would be a good idea to do so. Zoning started in 1999 and Ron Hodges was the person who wrote most of the zoning regulations. Much discussion was had about decks and garden sheds on skids and whether a building permit should be required. Council Member Dahlgren stated in Lincoln, if it's residential, it is up to the homeowner to get the permit and if it is commercial, it is up to the contractor to get the permit. Kuhlmann asked what is the best way to advertise these changes because if you post a notice in three places, not everyone is going to see it. Council Member Eisenhower suggested putting something on the back of the water bill. Clerk Curtis suggested printing up a notice on colored paper and including it with the water bill. Clerk Curtis and former council member Sandi Corbitt-Sears are working on the website which would be a place to post notices. ***Review/Approve Recommendation from Housing Advisory Committee on Housing Rehab Project Applicant #014 to award contract to MIT Contracting for \$18,190.00 and Applicant #015 to award contract to MIT Contracting & NJC Contracting for \$24,999.00;*** Council Member Dahlgren made the motion to approve the above recommendation from the Housing Advisory Committee on Applicant #14 & #15. Council Member Eisenhower seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/Take Action on: Housing Rehab Program #17-HO-36081: Council Member Helms made the motion to approve Housing Rehab Draw Down #8 for a total of \$61,954.00 for MIT Contracting for project costs of \$16,090.00 for Final on Project #1, \$18,190.00 for Final on Project #14 & \$18,765.00 for Final on Project #15 and for project costs to Yost Construction for Final on Project #1. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Discuss New Health Insurance option through NACO: Clerk Curtis explained the handout in the packet that we are currently on Plan GPA 19 and due to the Healthcare Act, the mandatory change will be to Plan B which would be comparable to what we have now with a 11.4% premium increase. Our current breakdown includes 2 employee only, 2 employee & kids and 1 employee & spouse with a 80/20 premium where the City pays 80% of the premium. Council Member Dahlgren is concerned whether other towns pay part of a family premium. Council Member Zelenka said that according to the wage survey from the League, she found instances where some cities pay part of the premium for family and some pay just for the employee. Sometimes employers will take a portion of the premium and put it into a Health Savings Plan that can be used for any medical expense and not be charged for the cost of that plan. Discussion was had on the similarities and differences between a Cafeteria Plan and Health Savings Plan. The new plan would be effective July 1st and the premium will come out of the June checks. Council Member Zelenka would like more information on the Health Savings Plan. Clerk Curtis made it clear that she doesn't want the City Office to be responsible for tracking the money in the plan and filing claims. Council Member Dahlgren said the County pays 60% of the employee insurance premium. Council Member Zelenka said the State of Nebraska has an 80/20 plan but Clerk Curtis explained the school pays 100% of the total premium. Mayor Hatfield asked the

Council if they wanted to decide on a plan tonight or table it until the next meeting? Clerk Curtis will gather information on the Health Savings Plan. Mayor tabled the item until the next meeting.

Discuss/Approve Wage Recommendations from Wage Committee: Clerk Curtis had shared the League's wage survey with Council Member Zelenka (member of the Wage Committee along with Ric Helms and Susan Eisenhauer-an alternate) to compare the City's wages with other cities. Clerk Curtis had composed a spreadsheet of current employees and projected wages with a raise of 0.25, 0.50, 0.75, 1.00 (straight raises), 2.5% and 3%. The straight raises would include a \$1.75 increase for Gary Droge, Jr. since he has earned his water license and is working on his sewer license. Council Member Zelenka and Council Member Helms, members of the Wage Committee discussed raises and brought documentation to the meeting showing straight raises of 0.25 for employees, a 1.75 raise for Gary Droge, Jr., 0.50 for Rasty Stephens, (part-time snow removal help) and a proposed 4% (0.75/hr.) raise for library employees Lola Seitz and Colleen Morehead. Raises for the library employees will come out of the Library Budget. The spreadsheet showed no raise for Sean McAhon until he passed the sewer test. The 4% increase in wages for the Library employees will depend upon the increase in the Library budget. Mayor Hatfield explained that the Library employees are paid out of the Library budget and not out of the total City budget but funds for the Library budget do come from the City. Council Member Zelenka explained that Crew Member McAhon has tried twice to pass the Sewer test and thought maybe they (the Wage Committee) should be stricter with passing the Sewer test by withholding a raise until he is able to take the test again. Gary Droge, Jr. has passed his Water Operator test, has a CDL license and was scheduled to take the Sewer class but was cancelled due to COVID-19, therefore, his wages were increased to be more comparable with Mr. McAhon. Clerk Curtis stated that even if the Library employees receive a 3% increase, the Library Director will be making 0.32 more per hour than the Deputy City Clerk/Treasurer. Clerk Curtis explained that she feels the Deputy Clerk should be making at least what the Library Director is earning due to the responsibilities. The Deputy Clerk is second in command and does a fine job and should at least be making what the Library Director is making if not more. Council Member Dahlgren said "Tammy, you don't really want to know what Lola thinks." Tammy: "She doesn't want to know what I think because she worked in my office and I know how she worked." Council Member Dahlgren said, "She thinks she should be making the same amount of money that you make." Council Member Dahlgren said he felt the Library employees are City employees and sometimes are not treated as City employees. Clerk Curtis explained that there are times that the Library employees don't want to be included as City employees. Dahlgren: "That's your opinion." They have a Board, the Board decides what to do for the Library. Give them a budget and they decide how to spend their money. Clerk Curtis explained that she felt Lola had sent Council Member Vickie Zelenka down to ask the Clerk if Colleen left, and they had another part-time person to train, who was going to pay for that part-time person? It has to come out of the Library budget, the General Fund is not going to pay for it. Dahlgren: "That is exactly right." Council Member Zelenka said that was her question. She didn't know where all the money came from. Council Member Zelenka was a member of the Library Board before she became a Council member.

Eisenhauer: so that was your question? Zelenka” No, the Library did really ask that because they are trying to figure out how to pay for an extra person because Colleen wants to retire and eventually Lola will want to retire. Clerk Curtis suggested if the Library is trying to figure out how to pay for an extra person, should they be looking at giving themselves a 3% or 4% raise or maybe look at a 0.25 raise like the rest of the employees? In the past, the Library modeled their raises like the rest of the employees and Lola’s wages were increased to match the Deputy City Clerk’s wage, so they weren’t getting more than the other employees and the other employees weren’t getting more than the Library employees to keep things fair. Council Member Zelenka said the Library is looking at all resources and she wasn’t sure if the Library Foundation could contribute anything towards wages. Clerk Curtis reminded Zelenka that the Library was included in the League wage survey. Clerk Curtis reiterated that Ms. Wiers is her “right-hand man” and does a wonderful job. Mayor Hatfield asked if the Wage Committee was planning to keep the part-time billing clerk at \$14.79? The Council agreed the beginning wage for the new clerk should not be set at \$14.79. Zelenka asked what was the wage in the past? Clerk Curtis explained that in the past, the Part-time Billing Clerk and the Part-time Asst. Librarian made the same wage. Zelenka explained there will be a training period for the new person and should receive a raise after that period. Clerk Curtis suggested a probationary period and that person would get a raise as an incentive for doing a good job. Dahlgren suggested a 0.25 raise. Clerk Curtis agreed. Discussion was had about minimum wage which is \$9.00/hr. Council Member Dahlgren made a motion to accept the proposed straight raise of \$0.25/hr. as read. Council Member Helms seconded the motion. Roll call: Eisenhauer: aye; Dahlgren: aye; Helms: aye; Zelenka: nay. Motion carried. Zelenka asked if this would then change Deputy Clerk Wiers’ wage? Eisenhauer: apparently not, as read. Discussion was had on the Library raises and budget. Dahlgren explained this motion is “as read” because we don’t know what the Library will do until it is decided what increase they will receive in their budget and if they hire another person. Mayor Hatfield explained the motion will be put into ordinance form and read for three readings. Clerk Curtis explained that she will need information from the Library about their wages before she can type up the ordinance. Zelenka will talk with Lola the next day.

Report & update from Council Member Helms: *Discuss Pavers doing asphalt overlay projects*; Council Member Helms contacted City Atty Sisco about the amount of money spent on street jobs and she said that as long as a job was kept under \$30,000, it didn’t have to go out for bids and it didn’t require an engineer. So, in the past, Helms put asphalt work out for bids and he got three bids. Out of the three bids, Pavers was way cheaper than the others for the block by the Assisted Living. Therefore, Helms talked with that Project Manager about the cost of asphalt for a piece 350 ft x 22 ft wide with a 2 ½” overlay between \$10,000 to \$12,000 a block. Helms talked with Clerk Curtis about getting four blocks overlayed yet this fiscal year and they could also break that down into two different jobs, Phase 1 and Phase 2. Pavers has a set contract with Pickrell, Nebraska to do two blocks every year for \$20,000. Helms will get an official bid from Pavers and bring it back to Council to vote on it.

Report & updated from Council Member Zelenka: *Discuss Clerk Curtis and Council Member Zelenka working with PCAL to apply for USDA Loan Deferment;* An email was sent to John DeFreece explaining about a possible USDA loan deferment for PCAL. DeFreece met with Council Member Zelenka and Clerk Curtis. PCAL Director Lori Anderson wrote a letter explaining their financial situation and DeFreece got financial documents from the bank but there is a possibility to get their loan payment deferred because of COVID-19, which could help them out on the first loan payment, not the interest only payment. PCAL has already applied for paycheck financial assistance through the CARES Act but this is not a loan through the Small Business Administration (SBA). ***Review Outline of Changes to Upcoming DHMs Phase II & Discuss updates from attending teleconferences with Gov. Ricketts and the Pawnee Co. Task Force;*** Council Member Zelenka reported the Governor wants to open things up slowly in regards to group sports but he wants everyone to practice social distancing. It is going to be very difficult to follow the DHMs so the Ball Association decided to cancel baseball/softball this Summer. The Ball Assoc. wouldn't be able to open up the concession stand, restrooms or use the dugouts at this time. Only grandparents and immediate family could attend and people would have to sit in their cars. Players would have to sit on the bleachers. Locally, 52 or 55 COVID-19 tests have been completed and all have been negative but they are still waiting on results for two tests. Council Member Eisenhauer explained that ball fields were originally under Phase I but with Phase II they can have concession stands and open the bathrooms. You can have people in the stands separated by families. Eisenhauer continued that this is why she wanted to wait a little longer to make a decision about the pool.

Report and update from Mayor Hatfield: *Discuss citizen request to put up a handrail by the new City Office;* Mayor Hatfield explained he has had quite a few requests from older citizens to install a handrail going up to the City Office in order to walk up the steps safely. Council Member Helms asked Foreman Cumley if they still had the handrails that were removed in front of the Cornerstone building before construction? Cumley confirmed "yes." Mayor Hatfield received a call today from the Historical Society thanking the City for their donation. Foreman Cumley addressed the Council that they would have to wait and see when the sidewalk and ramp are finished in front of the Cornerstone building before they install the other handrail.

Review/Discuss email re: BNSF Property at Pawnee: The City Office received an email from Cathy M. Clune, Senior Portfolio Manager for the Burlington Northern Santa Fe (BNSF) Railroad in regards to the property west of the old City Office. Council Member Zelenka talked with City Atty Emily Sisco about the property and recently, the structures on the land sold but not the land itself. Clerk Curtis explained that about a week ago, Jeff McClintock called the City Office and said the railroad was after him because they wanted him to pay 20 years worth of lease rent that Schillings hadn't paid. He said "I'm not in this so deep that I cannot just walk away." Clerk Curtis explained that the City had tried to purchase this land from the railroad quite

a few years ago but they wanted \$25,000 at that time and the City probably doesn't want to get involved with this situation while there is a dispute about lease rent. Council Member Dahlgren suggested giving a nominal bid of \$1.00 and if that is the only bid they receive, they might be interested. Foreman Cumley suggested completing the application and include the lot where the City Shop sets. Ms. Clune had seen the series of emails regarding cleaning up the said buildings and asked if the City is interested in buying the property. Foreman Cumley said the grass and weeds have recently been mowed on this property. Cumley said he had talked to someone from BNSF last year about the property and he said that since that person now knows about the property, they will keep it mowed.

Review letters from City Attorney Emily Sisco re: *Schillingbridge Winery & Microbrewery TIF Project coming to a close as they will have met the \$180,000 bond amount when they paid the first half of their property taxes this year;* This TIF program is now completed and there will no longer be any property tax relief.

Review email correspondence between Clerk Curtis and City Attorney Sisco re: *Holiday Bonus of Chamber Bucks voted on at 4/27/20 Council Meeting & what process it would take to run through Payroll per Julie Bauman, City Auditor;* Mayor Hatfield and Clerk Curtis both commented this concept was very confusing. Clerk Curtis explained the whole point is that you have to run this bonus through Payroll so that taxes are taken out even though it comes out to \$4.15 to cover the taxes and all the guidelines are followed. It doesn't matter whether it is cash or a gift card. Clerk Curtis addressed the Council and asked how this situation should be handled? Council Member Helms said to forget the Pawnee Bucks thing and call it a Holiday bonus. Council Member Zelenka suggested giving a bonus with the amount of the taxes added on so the employee would end up with a flat \$50.00. Council Member Helms made the motion to give each employee \$54.15 Holiday bonus so that each employee could clear a \$50.00 bonus. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/Approve Ordinance #986 amending 9-201 Building Permits: Council Member Dahlgren made the motion to approve Ordinance #986 amending 9-201 Building Permits on first reading. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council Member Dahlgren made a motion to suspend the three readings of Ord. #986. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/Approve Ordinance #987 amending 9-202 Building Permits; Limitations: Council Member Helms made a motion to approve Ordinance #987 amending 9-202 Building Permits; Limitations, on first reading. Council Member Eisenhauer seconded the motion. Roll Call vote

indicated all present voting in favor of the motion, whereupon motion carried. Council Member Zelenka made a motion to suspend the three readings on Ord. #987. Council Member Dahlgren seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Review/Approve Ordinance #988 amending 9-801 Violation; Penalty: Council Member Helms made a motion to approve Ordinance #988 amending 9-801 Violation; Penalty, on first reading. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Council Member Zelenka made a motion to suspend the three readings on Ord. #988. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Does the City want to be a part of the “Graduation Tab” in the newspaper? 1x3-\$37.50 or 2x3-\$75: Council Member Helms asked what this was. Clerk Curtis explained it would be a spot on the graduation insert of the newspaper congratulating the high school seniors. Council Member Dahlgren made a motion to approve a 1x3 graduation tab ad in the newspaper. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

The City Council reviewed correspondence from the March 2020 Sales Tax of \$18,175.51 with ½% Street Repairs Sales Tax totaling \$3,889.10 and \$2619.11 being Motor Vehicle Sales Tax. The 2020 Municipal Accounting & Finance Conference Webinar Series is scheduled June 17-18, 2020. The City Office received a copy of the Election Certification of those running for Council that will appear on the General Ballot. Renee Boomgaarn emailed a “thank you” to the crew for “making the Ponderosa look amazing.”

Council Member Helms made the motion to adjourn the meeting. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all in favor of the motion and meeting adjourned at 9:23 pm.

ATTEST: Kellie A. Wiers, Deputy City Clerk

Charlie Hatfield, Mayor